

CONSTRUCTION WORKER EXPENSES

Client: _____

ID # _____ TAX YEAR _____

OPERATING EXPENSES

Advertising	
Business Cards	
Bank Charges	
Catalogues	
Comm. & Fees Pd: Contract Labor	
Demos	
Employee Benefits:	
Health Insurance	
Company Party	
Mileage Reimbursements	
Freight	
Gifts	
Kits	
Interest on Business Loans	
Legal & Professional Fees	
Leases-Equipment	
Laundry & Cleaning Supplies	
Map Books	
Postage	
Repairs-Equipment	
Refunds	
Sales Aids	
Sales Assistants	
Propane and Tanks	
Promotional Items	
Seminars & Trade Shows	
Service Charges	
Safety Equipment	
Snacks & Beverages--for Subs	
Storage Containers	
Storage Fees	
Supplies - Office	
Total	

VEHICLE & TRAVEL

Mileage for 2 jobs--Different Job Sites	
Mileage for Training	
Mileage outside of general work area	
Mileage away from home	
Total	

The purpose of this worksheet is to help you organize your tax deductible business expenses. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

PROFESSIONAL

Dues	
Insurance--Liability/Works Comp	
License	
Publications	
Bonds	
Permits	
Total	

TELEPHONE

Long Distance	
Fxes	
Pay phone	
Cellular	
2nd Line	
Beeper/Pager	
Answering Service	
Other	
Other	
Total	

EQUIPMENT

Small Tools	
Power Tools	
Compresors	
Generators	
Camera	
Storage Cabinets	
Ladders	
Lights	
Space Heaters, Fans	
Vacuum Cleaners	
Tool Bags/boxes	
Total	

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